

We are a highly reputable, top-tier law firm based in Luxembourg, providing high-quality legal solutions to major international and domestic clients. Our approach combines tailored expertise with a broad cross-disciplinary perspective. Our team is widely recognized for its strong experience, business-oriented approach, team spirit and strong core values.

We are currently looking for a Risk & Compliance Officer - Manager of the department - Minimum 5 years' experience (hybrid working model)

Your Mission:

As the Risk & Compliance Officer, you will lead the Risk Management department, leveraging your expertise and entrepreneurial skills while closely supporting our fee earners in their day-to-day operations regarding risk and compliance matters.

You will oversee the department's daily activities, including:

- Leading customer due diligence and anti-money laundering compliance (implementing and drafting procedures, monitoring regulatory updates, using AML tools, providing information and training to lawyers, etc.)
- Managing conflicts checks on files and liaising directly with clients
- Coordinating the collection of engagement letters and terms & conditions
- Overseeing post-transaction operations
- Informing and training lawyers on new risk management regulations, including Bar circulars and other professional obligations

We offer:

From day one, we strive to make your employment experience engaging and rewarding, offering:

- A personalized career perspective in a dynamic team;
- An attractive salary package with various benefits;
- A structured introduction program and ongoing coaching;
- Training and opportunities for progression within the firm;
- Exposure to stimulating projects with opportunities to contribute ideas and improvements;
- A work environment that promotes autonomy while providing support when needed;
- A friendly and flexible work environment that encourages professional growth and new opportunities;
- The option to work in a hybrid model (on a voluntary basis), splitting time between the office and home.

The candidate should:

- Hold a university degree in Law or a field related to risk management;
- Have significant experience in Luxembourg in risk management (particularly in customer due diligence, anti-money laundering and applicable regulations), with previous experience in a law firm as a lawyer or as a risk and compliance officer being a valuable asset for this role;
- Be able to work cross-functionally and demonstrate influencing skills;
- Demonstrate a high service-minded approach;
- Fluency in French and English (both written and spoken).

If you match our recruitment needs, please send your application to:
recruitment@pwclegal.lu

Note:

In accordance with the provisions of the Luxembourg law of 23 July 2016 amending the law of 29 March 2013, candidates may be required to provide an extract from their criminal record.

This document, issued by the authorities, must be no older than three months.

This requirement ensures a character check in line with the responsibilities outlined in the job description and the nature of our firm's activities.